



STATE OF CONNECTICUT • COUNTY OF TOLLAND  
INCORPORATED 1786

# TOWN OF ELLINGTON

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TOWN PLANNER'S OFFICE

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## **ECONOMIC DEVELOPMENT COMMISSION REGULAR MEETING MINUTES WEDNESDAY, MARCH 14, 2012**

**PRESENT:** Acting Chairman Sean Kelly, David Hurley, Stanislav Moline, and Alternate Stefanie Cunningham

**ABSENT:** Chairman Chris Todd, Charles McCleary and Alternate Gilbert Gamboa

### **STAFF**

**PRESENT:** Lisa Houlihan, Assistant Town Planner/Wetlands Agent/Zoning Official; and Kristin Michaud, Recording Secretary

### **I. CALL TO ORDER:**

Acting Chairman Kelly called the Economic Development Commission meeting to order at 7:02 p.m.

### **II. PUBLIC COMMENTS: NONE**

### **III. NEW BUSINESS:**

1. Report: Town Meeting action on Kloter tax abatement and email from First Selectman and resident dated March 1, 2012.

Lisa Houlihan, Assistant Town Planner/Wetlands Agent/Zoning Official, noted that the abatement for Kloter passed at Town Meeting on February 27, 2012. She noted the approximate attendance at the meeting and proportion of votes.

Ms. Houlihan reviewed an email sent to Robert Phillips, Town Planner, from Maurice Blanchette, First Selectman, dated 3/1/12. Mr. Blanchette was forwarding an email from Robert Moore, Webster Road resident, regarding the Abatement Policy. Mr. Blanchette suggests that in the future an EDC member be present at similar Town Meetings so they can respond to questions; it was noted that EDC attendance is not a requirement in the current policy. Ms. Houlihan reviewed the history of the Abatement Program, noting that it was initially adopted in 2002 and amended in 2006. Since receiving the email from Mr. Blanchette, Mr. Phillips has inquired with the LISTSERVE (created for planning officials throughout the State of Connecticut to share information) seeking other towns' abatement programs. She is coordinating the feedback to present to the Commission and asked if they thought it was time to relook at the policy.

Acting Chairman Kelly suggested the Commission review it again due to the time that has lapsed between the approval and now.

The Commission agreed to review the policy.

## **NO MOTIONS OR DECISIONS**

### **IV.UNFINISHED BUSINESS:**

#### **1. Report: Review and Adoption of Revised Mission Statement**

The Commission reviewed an email from Commissioner McCleary on his suggestions of changes to the Mission Statement.

Ms. Houlihan noted that Chairman Todd likes the draft proposed by Commissioner McCleary and suggest the revised language be voted on.

The Commission discussed possible changes to the Mission Statement.

Ms. Houlihan read the final draft and the Commission adopted the Mission Statement.

#### **MOVED (MOLINE) SECONDED (HURLEY) AND PASSED UNANIMOUSLY TO ADOPT THE MISSION STATEMENT AS FOLLOWS:**

**THE ELLINGTON ECONOMIC DEVELOPMENT COMMISSION (EDC) IS COMMITTED TO FOSTERING A PRO-BUSINESS ENVIRONMENT WHICH ENCOURAGES A GROWING, SUSTAINABLE AND DIVERSE TAX BASE. THE EDC CONTINUOUSLY LOOKS TO FACILITATE COMMUNICATION BETWEEN BUSINESSES AND TOWN OFFICIALS. THE EDC ADOPTS POLICIES CONSISTENT WITH THE TOWN'S PLAN OF CONSERVATION AND DEVELOPMENT AND STIRVES TO IMPROVE THE QUALITY OF LIFE IN ELLINGTON.**

#### **2. Report: Agricultural Initiatives**

Ms. Houlihan noted the action the Commission took in January and the subsequent memo referred to the Board of Selectmen. The Assessor is investigating the implications of adopting such a program. Ms. Houlihan will report back next month.

Commissioner Hurley suggested getting other town Tax Abatements on farm buildings. He is seeing farming diversify from dairy. There are vegetable, livestock and bird farms. He suggested having the EDC keep an inventory of what farmers are offering and make it available to local businesses and even outside of town. He suggested posting the list around town on bulletin boards and on farms sites.

Ms. Houlihan stated that she'd contact the Farmers' Market and search the internet for more information to connect our farmers with the local businesses.

## **NO MOTIONS OR DECISIONS**

#### **3 Report: Business Surveys and Site Visits**

Acting Chairman Kelly noted that he, Ms. Houlihan and State Representative Christopher Davis visited Dymotek, and stated that it went very well. He added that the facility is impressive and they are very professional. He noted they are pretty close to

needing to expand the business both office and manufacturing. They will be hiring in the next few months and they are constantly looking for help.

Ms. Houlihan stated it was a great experience and she will be working with Shelly, Operations Manager, on future plans to see if they would be eligible for tax abatement on the new expansion. She noted they did receive tax abatement in 2003. She will continue to work with them and she felt it was a top notch facility.

Ms. Houlihan noted that a business visit to Rice Packaging was scheduled for tomorrow and reached out to the Commissioners present to attend. Commissioner Moline offered to meet her there.

Ms. Houlihan stated that a business visit was scheduled with Ellington Country Club on April 19th and asked Commissioner Hurley if he would be available. Commissioner Hurley would rather meet on April 17th between 3:30 – 4:00 p.m. Ms. Houlihan will check that date and get back to him.

Ms. Houlihan also noted that she made a call to Merrill Industries, Inc. and spoke with Joe and he declined a site visit. She noted he is displeased with the assessment on his property and the town. Ms. Houlihan will be in touch with Action Packaging and Kelly Fradet and reviewed the upcoming schedule of site visits.

#### **NO MOTIONS OR DECISIONS**

#### **4. Report: Business Directory/Virtual Welcome Wagon**

Ms. Houlihan recapped the discussion on this topic from the last meeting. Due to the amount of work associated with developing the directory, the Commission has asked for \$500 to be approved in their budget for fiscal year 2012/2013. The funds will be offered in the form of a scholarship for an Ellington High School senior to scrub the list, seek permission, solicit advertisement, etc.

#### **NO MOTIONS OR DECISIONS**

#### **5. Report: Tax Incentive Programs**

Nothing to report at this time.

#### **NO MOTIONS OR DECISIONS**

#### **6. Report: Current Economic Activity**

No activity to report at this time.

Ms. Houlihan shared an announcement from Representative Christopher Davis regarding a small business workshop to discuss the 2011 Jobs Bill at Scout Hall in East Windsor on March 20<sup>th</sup>.

#### **NO MOTIONS OR DECISIONS**

### **VI. ADMINISTRATIVE BUSINESS:**

1. Approval of the February 8, 2012, regular meeting minutes.

**MOVED (MOLINE), SECONDED (CUNNINGHAM) AND PASSED (S. KELLY/D. HURLEY; ABSTAINED) TO APPROVE FEBRUARY 8, 2012, MEETING MINUTES AS WRITTEN.**

2. Election of Officers (Chairman and Vice Chairman)

Ms. Houlihan stated that Commissioner Kelly would accept a nomination for Chairman, and Commissioner Todd for Vice Chairman. It was decided to wait for the full commission to be present to conduct a vote.

**BY CONSENSUS, THE COMMISSION TABLED THIS ITEM TO THE APRIL 11, 2012, MEETING.**

3. Correspondence:

- a. Letter to the EDC dated, February 9, 2012, from CEDAS. (2012 Membership)

**BY CONSENSUS, THE COMMISSION TABLED THE RENEWAL OF THE CEDAS MEMEBERSHIP TO THE APRIL 11, 2012, MEETING.**

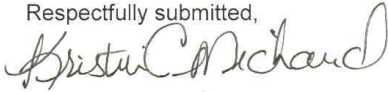
- b. Connecticut Light & Power and Yankee Gas Services, 2012 Connecticut Economic Review Report (to be distributed at meeting).

**SO NOTED**

#### **IV. ADJOURNMENT:**

**MOVED (HURLEY), SECONDED (CUNNINGHAM) AND PASSED UNANIMOUSLY TO ADJOURN THE MEETING AT 8:20 PM.**

Respectfully submitted,



Kristin Michaud  
Recording Secretary